



*Annual Performance Report Form*

**Facility Name:** 173<sup>rd</sup> Fighter Wing, Kingsley Field, Oregon Air National Guard

**Performance Track ID #:** A100003

**Annual Performance Report #:** 1

**Reporting Year:** 2001

**Due Date:** April 1, 2002

## Section A

# General Facility Information

To the extent possible, EPA will pre-complete items A.1-A.8 for you. Please ensure that the information in A.1-A.8 below is accurate, complete, and up to date. Please supply or revise any information as necessary and then check the box to the left of the item(s) to indicate where changes have been made. Items A.9 and A.10 cannot be pre-completed; please respond as directed in A.9 and A.10 below.

*Did you make changes? If so, check box.*

- A.1 ☐ Name of your facility: Kingsley Field
- A.2 ☐ Name of your parent company: Oregon Air National Guard
- A.3 ☒ Facility contact person for the Performance Track program:  
Name: Mr./Mrs./Ms./Dr. Micah Lambert  
Title: 173<sup>rd</sup> FW Environmental Manager  
Phone: (541) 885-6326 Fax: (541) 885-6195 E-mail: Micah.Lambert@orklam.ang.af.mil
- A.4 ☐ Facility's location:  
Street Address: 221 Wagner St Suite 16  
Street Address (cont.):  
City/State/Zip Code: Klamath Falls, Oregon 97603-1950
- A.5 ☒ Facility's website address (if any): <http://www.orklam.ang.af.mil/orang.htm>
- A.6 ☐ Number of employees (full-time equivalents) who currently work in the facility:  
☐ Fewer than 50 ☐ 50 - 99 ☐ 100 - 499 ☒ 500 - 1000 ☐ More than 1000
- A.7 ☐ Does your company meet the Small Business Administration definition of a small business for your sector? ☐ Yes ☒ No
- A.8 ☐ North American Industrial Classification System (NAICS) Code(s) that are used to classify business at the facility: 92811
- A.9 ☐ In your application and, perhaps, in previous annual performance reports, you described what your facility does or makes. Have there been any (additional) changes to your facility's list of products and/or activities? If so, please list them in the space below. ☐ Yes ☒ No
- A.10 ☐ Please update the list of environmental requirements that apply to your facility. In the space below, indicate any changes that have taken place during this reporting period. If you have no changes to report, please write "No changes."  
No Changes

## Section B

# Environmental Management System

**B.1 Environmental Management System Assessment.** Please summarize EMS assessments conducted *during the year*. Attach additional sheets as necessary.

a. Was an EMS audit or other assessment done by an independent third party?

☐ Yes ☒ No

If yes, please provide the *type* (e.g., ISO 14001 certification), the *scope*, and the *dates* (mo/yr) of each assessment.

An ESOHCAMP external inspection is scheduled for the 29<sup>th</sup> of July-the 3<sup>rd</sup> of August 2002.

b. Was an internal or corporate EMS audit conducted? ☒ Yes ☐ No

If yes, please provide the *scope* and the *dates* (mo/yr) of each audit.

An internal audit was conducted of our EMS using the EMSAT assesment tool. 4/02 The EMSAT tool is a program/rating system used by the Air Force to ensure compliance and spur environmental progress.

c. Was a compliance audit conducted? ☒ Yes ☐ No

If yes, please provide the *scope* and the *dates* (mo/yr) of each audit, and indicate *who* conducted the audit(s) (e.g., facility staff, corporate groups, third party).

Every industrial facility on the installation is given a yearly inspection by the Environmental Office. This audit is done on a monthly rotation and incorporated with our saftey and occupational health offices inspections. Following these inspections, a report is generated and training is specifically tailored to the deficiencies found and addresses the industrial processes of that specific area.

d. (Optional) If you would like to describe any other audits or inspections that were conducted at your facility, please do so here.

## Section B

(continued)

### B.1

e. Briefly summarize corrective actions taken and other improvements made as a result of your EMS assessments and compliance audits.

We have identified areas of improvement in each of the 47 industrial shops and made the proper corrections. These findings and corrections are kept in shop specific binders in the Environmental Managment office. Copies of these compliance forms are also kept in the various shops for referral. The findings and corrections are briefed quarterly at the Environmental Protection Committee meetings. These findings and corrective actions are also available to the public through our website. The list of improvements from these assessments and audits are lengthy. Nevertheless, the continuous advancements towards our goals have occurred because these assessments have heightened awareness and informed shops of the importance of environmental compliance issues. Some examples of these improvements include: improved hazardous material approval processes, replacing solvent parts-washers with aqueous based part-swashers, improved storage facilites for used oil and hazardous waste satellite accumulation points, installing closed loop water systems in industrial facilities, and improved education on labeling of hazardous waste.

f. Has your facility corrected all instances of potential non-compliance and EMS non-conformance identified during your audits and other assessments?

☐ Yes ☒ No ☐ No such instances identified

If no, please explain your plans to correct these instances. The POL containment dike has aged and is no longer impervious. This project has been addressed, an appraisal was conducted, and plans have been drawn up. The urgency of this deficiency has been communicated through the proper channels and will be corrected as soon as the funds are distributed. (Funds are projected to be dispersed fiscal year 2003.)

g. When was the last Senior Management review of your EMS completed? *mo/yr* EPC 04/2002

Who headed the review?

Name: Mr./Mrs./Ms./Dr. Col. Dennis Elvin/ Lt Micah Lambert

Title: Vice Commander

## Section B

(continued)

**B.2 ISO 14001 Certification.** Is your facility currently certified to ISO 14001? ☐ Yes ☒ No

**B.3 Environmental Aspects Identification.** When did your facility last conduct a systematic identification and/or review of your environmental aspects? *mo/yr* 4/02

**B.4 Progress Toward Achieving Objectives and Targets.** In the table below, please provide a narrative summary of progress made toward EMS objectives and targets. **You may limit the summary to environmental aspects that are *significant* and towards which *progress* has been made during the *reporting year*.** In cases where progress relates specifically to a Performance Track performance commitment, complete the *Environmental Aspect* column, but in the *Progress* column simply refer to the performance commitment tables in Section C, i.e. "See Section C." Attach additional sheets as necessary.

<i>Environmental Aspect</i>	<i>Progress Made This Year</i> (e.g., quantitative or qualitative improvements, activities conducted)
Energy Use	1999 21.44 MBTU Per Flying Hour 2001 12.95 MBTU Per Flying Hour
Total Recycled Material	1999 140 Tons Recycled Material 2001 174 Tons Recycled Material
Hazardous Solid Waste	1999 5.8 Tons 2001 1.8 Tons
Hazardous Material Use	1999 1173lbs 2001 407lbs

## Section C

# Environmental Performance Commitments

Please use the tables on pages 6-9 to summarize your facility's environmental performance against your Performance Track performance commitments. Complete only those boxes related to the baseline, current year, and performance commitment. If any of the boxes have been pre-completed for you, please verify the information. If you find information that is incorrect, cross it out and write in the correct information. **Leave blank any columns for future reporting years.**

C.1

### Performance Commitment 1

a. Use this table to report data related to your first performance commitment.

<b>Category</b> (see page 16 of the instructions): Energy Consumption					
<b>Aspect</b> (see page 16 of the instructions): Energy Use					
	<i>Baseline</i> (as stated in your application)	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment</i> (the goal stated in your application)
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity</i> (per year)	46,185.05	43,431.38			41,566.55 (optional)
<i>Measurement Units</i>	MBTU's				
<i>Normalizing Factor*</i>	1.0	1.6			1.0 (optional)
<i>Basis for your Normalizing Factor*</i>	Flying Hours				
<i>Normalized Quantity*</i> (per year)	46,185.05	27,144.61			41,566.55
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Energy use reduction has been a goal of Kingsley Field since 1987 and since that time our total MBTU per square foot has been reduced by 49.5%. While these numbers are impressive, looking at energy consumption in terms of consumption vs. production. (as seen in the above graph) show a more representative view of energy usage.

Difficulties arose in this goal when relying on cooling and heating degree days due to inaccurate data. By using flying hours and MBTU's, accurate and truly representative data can be seen.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

# Section C

(continued)

## C.2

### Performance Commitment 2

a. Use this table to report data related to your second performance commitment.

<b>Category</b> (see page 16 of the instructions): Waste					
<b>Aspect</b> (see page 16 of the instructions): Solid Waste Diversion					
	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity (per year)</i>	140	174			161 (optional)
<i>Measurement Units</i>	Tons				
<i>Normalizing Factor*</i>	1.0	1.6			1.0 (optional)
<i>Basis for your Normalizing Factor*</i>	Flying hours				
<i>Normalized Quantity* (per year)</i>	140	108.75			161
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

TRAINING! The environmental office has continuously briefed employees and senior leadership about the cost savings and community responsibilities involved with continued waste diversion. This along with continued creative avenues for reuse and diversion have driven these remarkable numbers. (SEE ATTACHED PERFORMANCE GRAPHS)

Footnote: Because of Kingsley Field's rural location the municipal waste is not weighed and totals can only be estimated by numbers of dumpsters. Therefore our recycling numbers can be documented accurately, but reporting reduction in relation to waste totals is not feasible.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

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## Section C

(continued)

### C.3

#### Performance Commitment 3

a. Use this table to report data related to your third performance commitment.

<b>Category</b> (see page 16 of the instructions): Waste					
<b>Aspect</b> (see page 16 of the instructions): Hazardous Solid Waste					
	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity (per year)</i>	5.8	1.8			4.06 (optional)
<i>Measurement Units</i>	Tons				
<i>Normalizing Factor*</i>	1.0	1.6			1.0 (optional)
<i>Basis for your Normalizing Factor*</i>	Flying hours				
<i>Normalized Quantity* (per year)</i>	5.8	1.13			4.06
*See pages 17-19 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

Implementation of the Hazardous Materials Pharmacy allows chemicals to be reused until empty rather than left on a shelf until wasted. We have become more diligent about identifying shelf life expired items thereby enabling us to reutilize/resell the hazardous materials rather than waste them. Spill clean-up material are now burned for energy recovery further reducing the hazardous waste that we produce. Again, TRAINING is our strongest tool for continuous improvement! (SEE ATTACHMENTS)

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

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# Section C

(continued)

C.4

## Performance Commitment 4

a. Use this table to report data related to your fourth performance commitment.

<b>Category</b> (see page 16 of the instructions): Material Use					
<b>Aspect</b> (see page 16 of the instructions): Hazardous Material Use					
	<i>Baseline (as stated in your application)</i>	<i>Year 1</i>	<i>Year 2</i>	<i>Year 3</i>	<i>Performance Commitment (the goal stated in your application)</i>
<i>Calendar Year</i>	1999	2001			2003
<i>Actual Quantity (per year)</i>	1173	407			938.4 (optional)
<i>Measurement Units</i>	Pounds				
<i>Normalizing Factor*</i>	1.0	1.6			1.0 (optional)
<i>Basis for your Normalizing Factor*</i>	Flying hours				
<i>Normalized Quantity* (per year)</i>	1173	254.4			938.4
*See pages 15-17 of the instructions for more information					

b. Briefly describe how you achieved improvements for this aspect or, if relevant, any circumstances that delayed progress.

The decline in hazardous material usage has been an ongoing process here at Kingsley Field. The pharmacy, the environmental office and the bio- environmental office all get involved through using EMIS, (our computer tracking and approval system for hazardous materials.) This systematic approach to all hazardous chemicals requires research and evaluation to approve materials used on the installation. During this approval process many alternative and less impacting chemicals have been supplemented. With this process along with the cooperation of the industrial shops on the installation we have made huge strides in reducing the hazardous material usage at Kingsley Field.

While the outcome of this process is outstanding, there have been pitfalls along the way. The computer tracking system (EMIS) that we use for tracking hazardous material has had some "bugs" and has not been reliable for producing accurate reports. We have overcome this by ensuring accurate input of chemical constituents and searching usage for individual chemicals instead of using an all encompassing reports. This process is much more time consuming, although the data's accuracy is much better.

c. Please list any other EPA voluntary programs to which you are also reporting these data (e.g., Energy Star, Project XL).

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## Section D

# Public Outreach and Performance Reporting

**D.1** Please briefly summarize the public outreach and reporting activities that your facility has conducted during the year. Feel free, but not obligated, to attach supporting materials (e.g., meeting agendas, public announcements). The Environmental Office at Kingsley sees our local community as our primary stakeholders! With this view we continually keep the public aware of our environmental practices by conducting a public meeting annually. We have also and set up a website for information sharing and public interaction. We have published articles in both the public and base paper the Kinbgsley Chronicle and the Local Paper the Herald and News to inform the public of our Performance Track commitments and advancements. (SEE PUB MEET ATTACHMENT FOR MORE DETAIL)

The Environmental Office also contributes to the local community by serving on the County's Solid Waste Advisory Committee as an advisor to the county commissioners. We have also been involved with hazardous waste collection events in the past and continue to be a mentor to busiinesses, other military installations and local community members on environmental compliance and sustainability.

**D.2** Please indicate which of the following methods your facility plans to use to make its Performance Track Annual Performance Report available to the public. Please check as many as are appropriate.

☒ Website (URL <http://www.orklam.ang.af.mil/EM/Default.htm>)

☐ Open House

☒ Meetings

☒ Press Releases

☒ Community Advisory Panel

☒ Other Active Members in Klamath County Commisioner's Solid Waste Advisory Committee.

## Section E

### Self-Certification of Continued Program Participation

On behalf of Kingsley Field,  
(name of my facility)

I certify that

- ◆ I have read and agree to the terms and conditions specified in *the National Environmental Performance Track Program Guide*. This facility, to the best of my knowledge, continues to meet all program criteria;
- ◆ I have personally examined and am familiar with the information contained in this Annual Performance Report. The information contained in this report is, to the best of my knowledge and based on reasonable inquiry, true, accurate, and complete;
- ◆ My facility has an environmental management system (EMS), as defined in the Performance Track EMS criteria, including systems to maintain compliance with all applicable federal, state, tribal, and local environmental requirements in place at the facility, and the EMS will be maintained for the duration of the facility's participation in the program;
- ◆ My facility has conducted an objective assessment of its compliance with all applicable federal, state, tribal, and local environmental requirements; and the facility has corrected all identified instances of potential or actual noncompliance (\*\*except as noted above under question B.1.f); and
- ◆ Based on the foregoing compliance assessments and subsequent corrective actions (if any were necessary), my facility is, to the best of my knowledge and based on reasonable inquiry, currently in compliance with applicable federal, state, tribal, and local environmental requirements.

I agree that EPA's decision whether to accept participants into or remove them from the National Environmental Performance Track is wholly discretionary, and I waive any right that may exist under any law to challenge EPA's acceptance or removal decision.

I am the senior manager with responsibility for the facility and am fully authorized to execute this statement on behalf of the corporation or other legal entity whose facility is part of the National Environmental Performance Track program.

Signature/Date \_\_\_\_\_

Printed Name Mr./Mrs./Ms./Dr. Col John T Adkisson

Title 173<sup>rd</sup> FW Commander

Phone Number/E-mail Address (541) 885-6326

Facility Name 173<sup>rd</sup> FW, Kingsley Field

Facility Street Address 211 Vandenburg Drive, Klamath Falls OR 97603

Performance Track Identification Number A100003

### **Paperwork Reduction Act Notice**

The public reporting and recordkeeping burden for this collection of information is estimated to average 188 hours per respondent annually. Burden means the total time, effort, or financial resources expended by persons to generate, maintain, retain, or disclose or provide information to or for a Federal agency. This includes the time needed to review instructions; develop, acquire, install, and utilize technology and systems for the purposes of collecting, validating, and verifying information, processing and maintaining information, and disclosing and providing information; adjust the existing ways to comply with any previously applicable instructions and requirements; train personnel to be able to respond to a collection of information; search data sources; complete and review the collection of information; and transmit or otherwise disclose the information. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a currently valid OMB control number.

Send comments on the Agency's need for this information, the accuracy of the provided burden estimates, and any suggested methods for minimizing respondent burden, including through the use of automated collection techniques to the Director, Collection Strategies Division, U.S. Environmental Protection Agency (2822), 1200 Pennsylvania Ave., NW, Washington, D.C. 20460. Include the OMB control number in any correspondence. Do not send the completed form to this address.